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Office Memorandum • UNITED STATES GOVERNMENT

TO : Director of Training

FROM : O/SI Training Liaison Officer

SUBJECT: Non-O/TR Training Activities in O/SI

DATE: 29 October 1951

1. In compliance with paragraph 1, O/TR "Draft Specifications for a Survey of Non-O/TR Training Activities," dated 17 October 1951, the following information is submitted:

a. Category 1.

No courses in area training are being conducted.

b. Category 2.

No courses in intelligence methods and techniques are being given within O/SI.

c. Category 3.

No language training is being conducted without the administrative assistance of O/TR.

d. Category 4.

No courses in administrative training are being conducted.

e. Category 5.

O/SI emphasis has been on on-the-job training of all new personnel, encompassing categories 1, 2, and 4. Such training, supervised by the immediate superior, is given to each newcomer until the responsible Division chief considers him sufficiently indoctrinated. It also includes experienced personnel who are transferred internally to new positions.

2. In addition to the data submitted above, the following information is of probable interest concerning the subject:

- a. Indoctrination of O/SI professional personnel assigned to the Scientific Intelligence Team, is closely coordinated between the Training Liaison Officer and substantive Division chiefs and lasts

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between three and four months. At the present time five persons are receiving such specialized training. O/TR contributes to this program by providing for language training and by supplying, with O/SI assistance, one month's training in interviewing and interrogation, report writing, intensive area training, and behavior of intelligence officers on foreign duty.

- b. An internal O/SI orientation course is under preparation for newcomers with at least three weeks' on-the-job experience. The course will stress CIA organization, missions and functions from an O/SI working perspective; O/SI organization, missions, functions and personnel; certain basic O/SI operating procedures; liaison with other Agency components; liaison with scientific intelligence increments outside the Agency; scientific intelligence requirements; evaluations; and information services. The projected course will probably take three successive half-days and will be given to groups of eight newcomers. The frequency of the course will depend upon the number of incoming personnel.

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